

## **PLANNING COMMISSION MEETING MINUTES**

Community Center  
1808 Main Street, Lake Stevens  
Wednesday, April 2, 2014

CALL TO ORDER: 7:04 pm by Chair Petershagen

MEMBERS PRESENT: Chair Gary Petershagen, Vice-Chair Janice Huxford, Linda Hoult, Sammie Thurber, Tom Matlack and Jennifer Davis

MEMBERS ABSENT: Pam Barnet

STAFF PRESENT: Planning Director Rebecca Ableman, Senior Planner Russ Wright and Planning/Public Works Coordinator Georgine Rosson

OTHERS PRESENT: Chair Petershagen welcomed the following members of the public:

Dave Huber  
Kyle Mose

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**Excused Absence:** Chair Petershagen excused Commissioner Barnet.

**Guest Business:** None

### **Action Items:**

*Approval of Minutes from March 5, 2014:* Commissioner Hoult made a motion to approve minutes, Vice-Chair Huxford second, motion passed 4-0-2-1. Commissioners Matlack and Thurber abstained.

### **Discussion Items:**

*Staff Presentation: 2014 Docket – Planning Director Ableman, Senior Planner Wright:* Senior Planner Wright presented the two citizen initiated amendments. The first request is to change the land use designation from Medium-Density Residential to Local Commercial on two parcels totaling approximately 3.7 acres, located at 1113 SR 204. Access to the site would be through an existing commercial development off 10<sup>th</sup> Street SE. The second request is broken up into two parts. The first part is to change the land use designation on seven parcels, totaling approximately 10.5 acres, from High Density Residential and Medium Density Residential to Commercial and Local Commercial respectively, the second part is to change the land use designation on a single parcel, totaling approximately .5 acres from Medium Density Residential to Local Commercial, the city is recommending this second part based on the zoning of the surrounding parcels. All of the described properties are located near the east side of SR-9 at the intersection with Soper Hill Road.

The city is initiating four text amendments, and reserving the right to add additional prior to the public hearing. The text amendments include Chapter 5 – the Parks, Recreation and Open Space Element, and Chapter 8 – the Capital Facilities Element, adding the

city boat launch as a capital project and pedestrian safety improvement projects to the Capital Project list. Appendix M – Addendum No. 7 to be prepared as environmental review for 2014 Docket, and dates will be updated in the Table of Contents. The docket schedule was also covered, a public hearing is scheduled for Wednesday, May 21<sup>st</sup> at the school district administration building, staff is hoping to complete the Docket by August in order to concentrate on the 2015 Update.

The commissioners had several questions regarding the amendments, Vice-Chair Huxford asked what was included in the pedestrian safety improvement projects, Planner Wright responded the projects include repairing or replacing existing sidewalks, the bulk of the plan is for sidewalk extensions. Commissioner Davis asked for a copy of the Pedestrian Connectivity Plan, Planner Wright responded he would get a copy. Chair Petershagen asked about the car lot that was on the property at SR 204 and 10<sup>th</sup> St SE, he also asked if a critical area study had been done on the parcels being considered for rezone at 1113 SR 204. Planner Wright responded the car lot vacated the site; a critical area study has not been done on the properties being considered for re-zone, this step is a process at development stage. Chair Petershagen also asked how many property owners are involved with the re-zone at Soper Hill Road, and the width of the proposed Local Commercial parcel at its southern end. Planner Wright responded there are two owners involved, and he would get the width information. Commissioner Matlack asked if the Local Commercial zoning is more restrictive than Commercial zoning. Planner Wright responded yes, Local Commercial is more restrictive and a better fit next to residential zones. Vice-Chair Huxford was concerned about creating pockets of commercial zonings, specifically the Soper Hill re-zone, and thought it might detract from the subareas. Director Ableman responded that normally the city does not want to create pockets of commercial zoning, but in this case the properties located across Highway 9 within the city of Marysville are all zoned commercial and the city would like to take advantage of future commercial traffic in this area. Vice-Chair Huxford asked if staff could find out how far north the commercial zoning extends on the Marysville (West) side of Highway 9. Director Ableman responded staff would include that information in the analysis.

*Staff Presentation: Joint Meeting with Council – Planning Director Ableman, Senior Planner Wright:*

A joint meeting with council is planned for Monday, April 14<sup>th</sup> at 6:00 pm prior to the regularly scheduled council meeting. This meeting will be less formal at a round table to facilitate discussion and interaction. Director Ableman made some suggestions for the agenda, introducing the annual work program, discussing the current vision statement and ideas for the future direction of the city. The bulk of the discussion will be on the 2015 Comp Plan Update. It will be up to Chair Petershagen if he wants to lead the discussion, or if he prefers staff to direct the discussion. The commissioners will introduce themselves and give a short bio, they asked that the council members do the same. Staff will have questions available for commissioners if there is extra time. Council extended an invitation to the commissioners to stay for the council meeting, the market analysis study will be introduced. Commissioner Matlack asked if comp plan subcommittees would be discussed, Planner Wright responded that at this time staff is planning to form internal working subcommittees in order to not burden council or commissioners, Director Ableman commented that staff will keep the option open to create subcommittees including council and commissioners if necessary.

*Staff Presentation: 2015 Comprehensive Plan Update Open House – Planning Director Ableman, Senior Planner Wright:*

The next regularly scheduled Planning Commission meeting will be May 7<sup>th</sup> at 7:00 pm, and will be a public open house at the school district administration building. This open house will focus on the Comp Plan Update and is the first step in the public participation plan. Planner Wright asked for suggestions on the style and format of the open house. Vice-Chair Huxford suggested a combination of styles, starting with a formal introduction of the commissioners, what the Planning Commission does, and the importance of the Comp Plan Update, then transitioning into something less formal where attendees can interact one on one with the commissioners and staff and view displays of the comp plan elements, each display may include some sample questions to encourage participants to give feedback. A sample questions might be, "where do you see yourself living in 20 years?" Answers to these types of questions will help the city determine what kind of services will need to be provided. Staff will make an effort to create exciting, interesting displays using non-technical terms. Chair Petershagen asked the extent of the proposed changes to the comp plan. Director Ableman responded the changes are not extensive, but this update is a chance to interact with the public and make sure the direction and vision of the city is still in line with the residents. Vice-Chair Huxford mentioned having bio's of the Planning Commissioners available as a handout for the public, including information about the Planning Commission. Director Ableman asked if the commissioners would be open to the idea of having a brief survey as part of the introduction using the pulse pad. The commissioners thought that would be a good idea. Commissioner Thurber asked for a flier to post in her neighborhood.

**Commissioner Reports:**

Vice-Chair Huxford made a request for better police service on S. Lake Stevens Road, especially in the mornings and afternoons when high school students are using the road.

**Staff Reports:**

Director Ableman expressed her thanks and appreciation to the Planning Commission, and is looking forward to walking through the Comp Plan Update process with them. Director Ableman also mentioned the "Short Course in Planning" training taking place in Arlington and encouraged the commissioners to participate, and training in land use liability that Ms. Ableman and Mr. Wright recently attended.

**Future Agenda Items:**

*2014 Docket:*

This was already discussed.

*Lake Stevens Housing Profile:*

Will be discussed at a future meeting.

*2015 Comprehensive Plan Update:*

This was already discussed.

*Lake Stevens Development and Market Trends:*

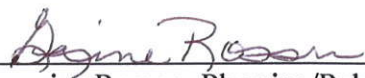
This will be presented at April 14<sup>th</sup> City Council meeting.

**Adjourn.** Commissioner Thurber made a motion to adjourn at 7:46 p.m., Commissioner Hoult ; second, motion passed. 6-0-0-1.



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Gary Petershagen, Chair



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Georgine Rosson, Planning/Public  
Works Coordinator